

**APPENDIX 28.2A: COURTS THAT REQUIRE THE FILING OF A LA. C.C.P. ART. 969(B) DIVORCE CHECKLIST**

COURT	PARISHES	JDC-SPECIFIC RULES ON FILING OF A LA. C.C.P. ART. 969(B) DIVORCE CHECKLIST
15 <sup>th</sup> J.D.C.	Acadia, Lafayette, and Vermilion Parishes	A Judgment of divorce under C.C. Art. 103 (1) may be accomplished in accordance with C.C.P. Art. 969(B). In such instances, the attorney for one of the parties shall complete the uncontested divorce under the C.C.P. Art. 969(B) checklist ( <i>see</i> Appendix 28.2B). The checklist must accompany the filing of the Judgment of Divorce.
18 <sup>th</sup> J.D.C.	Iberville, Pointe Coupee, and West Baton Rouge Parishes	<p style="text-align: center;">CONFIRMATION OF DEFAULTS AND UNCONTESTED MATTERS UNDER ARTICLE 103 OF THE CIVIL CODE IN ACCORDANCE WITH C.C.P. 969 AND 1702E</p> <p>Section A. This rule unless permission is granted otherwise, applies to:</p> <ol style="list-style-type: none"> <li>1. To all suits filed on or after 9-1-87;</li> <li>2. To all suits for divorce under Article 103 of the Civil Code; and</li> <li>3. To all confirmations of default judgments and all uncontested suits under the above previous (1) and (2).</li> </ol> <p>Section C. UNCONTESTED DIVORCES UNDER ARTICLE 969 C.C.P.</p> <ol style="list-style-type: none"> <li>1. If all parties are represented by retained counsel, and an answer has been filed, the petitioner or defendant in an uncontested case shall submit to the court: <ul style="list-style-type: none"> <li>(a). A written joint stipulation of facts, request for judgment, and a sworn verification by each party; and</li> <li>(b). A proposed judgment containing a certification signed by both attorneys that each attorney and party agrees to the judgment's terms.</li> </ul> </li> <li>2. Individuals representing themselves must appear in open court to obtain a judgment of divorce.</li> <li>3. These documents must be filed with the Courts' docket clerks of the proper division with a cover letter indicating the action desired and Divorce Form 2. Judgment will be signed and will include any ancillary relief stipulated to in the Judgment.</li> </ol>
Family Court for the Parish of East Baton Rouge	East Baton Rouge Parish	If both parties are represented by counsel and an answer has been filed, the parties may request a judgment of divorce pursuant to a judgment on the pleadings or summary judgment by submitting the necessary

		<p>documents required by law and the appropriate C.C.P. Art. 969(B) checklist (<i>see</i> Appendix 28.2B).</p> <p>The proposed judgment may contain relief other than a divorce if stipulated to by both parties. If other relief is sought but not stipulated to by the parties, the parties may reserve their right to fix those matters for trial.</p>
22 <sup>nd</sup> J.D.C.	St. Tammany and Washington Parishes	<p>A Judgment of Divorce under La. Civil Code Art. 103(1) may be accomplished in accordance with La. Code Civ. Proc. Art. 969(B)(<i>see</i> Appendix 28.2B). In such instances, the mover and/or mover’s attorney shall complete the appropriate divorce checklist. The appropriate checklist and affidavit must accompany the filing of the Judgment of Divorce.</p>
23 <sup>rd</sup> J.D.C.	<p>Ascension, Assumption, and St. James Parishes</p> <p>Amended November 30, 2015, effective January 1, 2016.</p>	<p>A. If both parties are represented by counsel and an answer has been filed, the parties may request a judgment of divorce pursuant to a judgment on the pleadings or summary judgment by submitting the necessary documents required by law and the appropriate C.C.P. Art. 969(B) checklist (<i>see</i> Section B, below).</p> <p>The proposed judgment may contain relief other than a divorce if stipulated to by both parties. If other relief is sought but not stipulated to by the parties, the parties may reserve their right to fix those matters for trial.</p> <p>This is the appropriate C.C.P. Art. 969(B) checklist for the 23<sup>rd</sup> Judicial District Court:</p> <p style="text-align: center;"><b>23rd JUDICIAL DISTRICT COURT APPENDIX 28.2A: LA. C.C.P. ARTICLE 969(B) DIVORCE CHECKLIST</b></p> <p style="text-align: center;"><b>LOUISIANA CIVIL CODE ARTICLE 103(1) Uncontested Divorce Under Code of Civil Procedure Article 969(B)</b></p> <p>Notice: Must be completed by Mover or their attorney and submitted/filed with the Judgment of Divorce.</p> <p>_____ DOCKET NUMBER: _____</p> <p>Petitioner</p> <p>Versus</p> <p>_____ PARISH OF _____</p> <p>Defendant</p> <p><b>A. Dates</b></p>

1. Petition for Divorce:  
\_\_\_\_\_ Date Petition Filed
2. Parties physically separated:  
\_\_\_\_\_ Date of Separation
3. Service of the Petition:
  - a. If Sheriff's return is in the record, indicate the date and type of service: Personal/Domiciliary (Circle one)  
\_\_\_\_\_ Date of Service  
If Domiciliary, then name of person served \_\_\_\_\_ and \_\_\_\_\_ the relationship \_\_\_\_\_.
  - OR
  - b. If a Waiver of Service is filed into the record, provide dates of execution and filing:  
\_\_\_\_\_ Date Waiver Executed  
\_\_\_\_\_ Date Waiver Filed
4. Answer filed:  
\_\_\_\_\_ Date of Answer

**B. Pleadings**

1. Is the Petition for Divorce in the record?  
 Yes
2. Are proper jurisdiction and venue expressly alleged in the Petition?  
 Yes
3. Are both parties represented by counsel?  
 Yes
4. Has each party, through their counsel, filed a written joint stipulation of facts, request for judgment, and sworn verification?  
 Yes
5. Have counsel for the parties filed a proposed judgment containing a certification that counsel and each party agree to the terms thereof?  Yes

**C. Time Periods (La. C.C. Art. 103.1)**

(Choose either #1 or #2)

1. The parties have minor children, and have been living separate and apart 365 days or more without reconciliation.  Yes

OR

		<p>2. The parties have no minor children and have been living separate and apart 180 days or more without reconciliation. <input type="checkbox"/> Yes</p> <p style="text-align: center;">OR</p> <p>NOTICE: If an attorney for absent defendant has been appointed, this procedure cannot be used. Petitioner and the appointed attorney must appear in court.</p> <p style="text-align: center;"><b>MOVER'S/ATTORNEY'S CERTIFICATION</b></p> <p>I hereby certify that I have examined the record or conformed copies of all pleadings in the above-captioned case and the information provided herein is true and correct based upon my personal knowledge, information and belief.</p> <p>_____</p> <p>Date of Record Examination</p> <p>_____</p> <p>Signed by Petitioner/Attorney for Petitioner</p> <p>_____</p> <p>Attorney's Bar Number</p> <p>_____</p> <p>Date of Certification</p> <p>_____</p> <p>Address</p> <p>_____</p> <p>Telephone Number</p>
24 <sup>th</sup> J.D.C.	Jefferson Parish	<p>If all parties are represented by counsel, and an answer has been filed, the petitioner or defendant in an uncontested case, shall submit to the court:</p> <p>A. A written joint stipulation of facts, request for judgment, and a sworn verification by each party;</p> <p>B. A proposed judgment containing a certification that counsel and each party agree to the terms thereof;</p> <p>C. The complete record.</p>
Civil District Court	Orleans Parish	<p>When a judgment of divorce is sought pursuant to La. C.C.P. Art. 969, the required documents must be accompanied by an Appendix 28.2B 969(B) Divorce Checklist completed by one of the attorneys.</p>

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